



George Latimer  
County Executive

October 24, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

For the 2024 calendar year, as in previous years, the Westchester County Office of Tourism and Film is required by the New York State Division of Tourism to submit a County resolution that designates the Office of Tourism and Film as the County's official Tourist Promotion Agency ("TPA").

This TPA designation will allow the Office of Tourism and Film to receive a matching funds grant from New York State which will be used to market Westchester County as a tourism destination.

I have been advised that the New York State Tourist Promotion Act specifically requires the designation of a tourist promotion agency by the County's governing body and that such approval be in the form of a Resolution. As you are aware, Section 209.91(4) of the Laws of Westchester County requires approval by your Honorable Board for such matters by way of an Act. To satisfy the requirements of both the County and the State, your Honorable Board has been presented with a proposed Act and Resolution for your consideration and approval. Your Honorable Board has passed similar legislation, most recently by Act No. 158-2022 and Resolution No. 213-2022 for the calendar year 2023.

The Planning Department has advised that the proposed designation does not meet the definition of an action under New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

Accordingly, I recommend and urge your Honorable Board to adopt the proposed Act and Resolution naming the Westchester County Office of Tourism and Film as Westchester County's official "TPA" for the period January 1, 2024 through December 31, 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "George Latimer", written over a horizontal line.

George Latimer  
County Executive

GL/NCC/jpg/nn

**HONORABLE BOARD OF LEGISLATORS  
COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive requesting that the Westchester County Office of Tourism and Film be designated as the County's official Tourist Promotion Agency ("TPA") for the period from January 1, 2024 through December 31, 2024.

This TPA designation will allow the Office of Tourism and Film to receive a matching funds grant from New York State which will be used to market Westchester County as a tourism destination.

Your Committee has been advised that the New York State Tourist Promotion Act specifically requires the designation of a tourist promotion agency by the County's governing body and that such approval be in the form of a Resolution. As you are aware, Section 209.91(4) of the Laws of Westchester County requires approval by your Honorable Board for such matters by way of an Act. To satisfy the requirements of both the County and the State, your Honorable Board has been presented with a proposed Act and Resolution for your consideration and approval. Your Honorable Board has passed similar legislation, most recently by Act No. 158-2022 and Resolution No. 213-2022 for the calendar year 2023.

The Planning Department has advised that that the proposed designation does not meet the definition of an action under New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. As such, no environmental review is required.

Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

Your Committee has been advised that passage of the attached Act and Resolution requires an affirmative vote of a majority of the members of your Honorable Board.

Accordingly, your Committee recommends adoption of the proposed Act and Resolution.

Dated: \_\_\_\_\_, 2023  
White Plains, New York

**COMMITTEE ON**

C: JPG 10.03.2023

## FISCAL IMPACT STATEMENT

**SUBJECT: Tourist Promotion Agency 2024**

☐ NO FISCAL IMPACT PROJECTED

### OPERATING BUDGET IMPACT

**To Be Completed by Submitting Department and Reviewed by Budget**

**SECTION A - FUND**☒ GENERAL FUND

## AIRPORT FUND

**SPECIAL DISTRICTS FUND**

## SECTION B - EXPENSES AND REVENUES

|                                   |           |               |
|-----------------------------------|-----------|---------------|
| <b>Total Current Year Expense</b> | <b>\$</b> | <b>52,000</b> |
|-----------------------------------|-----------|---------------|

|                                   |           |               |
|-----------------------------------|-----------|---------------|
| <b>Total Current Year Revenue</b> | <b>\$</b> | <b>52,000</b> |
|-----------------------------------|-----------|---------------|

**Source of Funds (check one):** ☒ Current Appropriations ☐ Transfer of Existing Appropriations

### ☐ Additional Appropriations

☐ Other (explain) \_\_\_\_\_

**Identify Accounts:** Expense:101-11-0720-4912; Revenue: 263-11-432Z-9854

**Potential Related Operating Budget Expenses:**

Annual Amount      \$52,000

**Describe:** An Act designating the Westchester County Office of Tourism as the Tourist

Promotion Agency for Westchester County for the period from January 1, 2024 through

**December 31, 2024.**

**Potential Related Operating Budget Revenues:**

Annual Amount

**Describe:**

**Anticipated Savings to County and/or Impact on Department Operations:**

**Current Year:**

### Next Four Years:

**Prepared by:** Debra Ogden

**Title:** Sr. Budget Analyst

Department: Budget

**Date:** October 18, 2023

Reviewed By:

### Budget Director

Date:

ACT NO. \_\_\_\_ - 2023

AN ACT designating the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County for the period from January 1, 2024 through December 31, 2024.

**BE IT ENACTED** by the Board of Legislators of the County of Westchester as follows:

**Section 1.** The Board of Legislators of the County of Westchester hereby designates the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County, as such an agency is defined in the New York State Tourist Promotion Act, for the period from January 1, 2024 through December 31, 2024.

**§2.** The attached Resolution, designating the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County, is hereby adopted.

**§3.** This Act shall take effect immediately.